

DIVISION OF DEVELOPMENTAL DISABILITIES (DDD)
COMMUNITY RESIDENTIAL SERVICES AND SUPPORT
CERTIFICATION REVIEW AND EVALUATION REPORT
SECTION C. PHYSICAL REQUIREMENTS

AGENCY		WEEK OF	
STANDARD		PROGRAM COMPLIANCE	
		1	2
1. Each vehicle used by the service provider to transport clients is:			
a. In safe operating conditions; and			
b. Properly insured for its usage. WAC 388-820-720(3) SOURCE: VIC, ODC			
2. The service provider ensures that medications are stored under proper conditions for sanitation, temperatures, moisture and ventilation, and separate from food or toxic chemicals. DDD POLICY 6.19			
3. The service provider ensures that medications are stored in original medication containers with pharmacist prepared or manufacturer's label or properly labeled medication organizers. DDD POLICY 6.19			
4. The service provider keeps medications so they are not readily available to others. DDD POLICY 6.19			
5. The service provider provides for the adequate segregation and security of medications stored in a client's own room. DDD POLICY 6.19			
6. The service provider keeps medications in locked storage. (N/A for supported living programs.) DDD POLICY 6.19			
EVALUATOR COMMENTS			
CORRECTIVE ACTION PLAN/TIMELINES:			
INITIALS			
Administrator: _____ Evaluator: _____ Resource Manager: _____			

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AGENCY		WEEK OF	
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		1	2
7. The service provider ensures that medication organizers are used only when filled by a pharmacist. (N/A for supported living programs.) DDD POLICY 6.19			
8. The supported living service provider allows medication organizers to be maintained by the client only when filled by the client, a pharmacist, a registered nurse, or the client's guardian or family member. (N/A for group home programs.) DDD POLICY 6.19			
9. The supported living service provider providing medication assistance to a client ensures that medication organizers are labeled. The client, a pharmacist, a registered nurse, or the client's guardian or family member may label the medication organizer. (N/A for group home programs.) DDD POLICY 6.19			
10. The service provider administrator or designee properly disposes of all medications that are discontinued or superseded by another. The administrator or designee lists the medications, amount disposed, and date of disposal. DDD POLICY 6.19			
11. The service provider has two (2) people verify the disposal of medication by signature. DDD POLICY 6.19			
EVALUATOR COMMENTS			
CORRECTIVE ACTION PLAN/TIMELINES:			
INITIALS			
Administrator: _____ Evaluator: _____ Resource Manager: _____			

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AGENCY		WEEK OF	
STANDARD		PROGRAM COMPLIANCE	
		1	2
12. For clients receiving more than 40 hours of residential service per month, the service provider ensures the following physical and safety requirements are met:			
a. A safe and healthy environment;			
b. Accessible telephone equipment;			
c. An evacuation plan developed and practiced with the client;			
d. An entrance and/or exit that does not rely solely upon windows, ladders, folding stairs, or trap doors;			
e. A safe storage area for flammable and combustible materials;			
f. Unblocked exits;			
g. A working smoke detector, with a light-alarm for clients with hearing impairments, located close to sleeping rooms;			
h. A flashlight or a non-electrical light source in working condition; and			
i. Basic first-aid supplies.			
WAC 388-820-070(1)		SOURCE: SIG, EOG, ODC	
EVALUATOR COMMENTS			
CORRECTIVE ACTION PLAN/TIMELINES:			
INITIALS			
Administrator: _____ Evaluator: _____ Resource Manager: _____			

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C. PHYSICAL REQUIREMENTS

AGENCY		WEEK OF	
STANDARD		PROGRAM COMPLIANCE	
		1	2
13. For clients receiving 40 hours or less of residential services per month, at least once every six (6) months, the service provider ensures the following physical safety requirements are met:			
a. A safe and healthy environment;			
b. An entrance and/or exit that does not rely solely upon windows, ladders, folding stairs, or trap doors;			
c. A safe storage area for flammable and combustible materials;			
d. Unblocked exits; and			
e. A working smoke detector, with a light-alarm for clients with hearing impairment, located close to sleeping rooms.			
WAC 388-820-070(2) SOURCE: SIG, PPIG, PHRC, EOG			
EVALUATOR COMMENTS			
CORRECTIVE ACTION PLAN/TIMELINES:			
INITIALS			
Administrator: _____ Evaluator: _____ Resource Manager: _____			

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AGENCY		WEEK OF	
STANDARD		PROGRAM COMPLIANCE	
		1	2
14. The following supports are also offered to clients who receive 40 hours or less of residential services. These clients may choose not to participate in meeting these requirements. The client's choice is documented by the service provider, as per WAC 388-820-100. The supports offered include:			
a. Accessible telephone equipment;			
b. An evacuation plan developed and practiced with the client;			
c. A flashlight or a non-electrical light source in working condition; and			
d. Basic first-aid supplies. WAC 388-820-070(3)			
15. Documentation is kept showing that physical and safety requirements are met. WAC 388-820-070(4)			
EVALUATOR COMMENTS			
CORRECTIVE ACTION PLAN/TIMELINES:			
INITIALS			
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		1	2
<p>16. Client homes are located in a residential neighborhood within reasonable distance of necessary resources, unless a client chooses to live in a remote area. Resources include stores, banks, laundromats, churches, job opportunities, and other public services. (N/A for group homes certified prior to 1983 and N/A for programs serving community protection clients.)</p> <p>WAC 388-820-070(5) AND DDD POLICY 15.04 SOURCE: EOC</p>			
<p>17. In addition to standards in WAC 388-820-070, community protection ISLS providers must: (N/A for all except programs serving community protection clients.)</p>			
<p>a. Consider specific offense patterns when determining appropriate residence locations, taking into account the preference of the client as much as possible. Community protection clients with sexually violent and/or predatory behaviors may not live near schools, day care centers, public playgrounds, or similar setting; and</p>			
<p>b. Determine appropriate and necessary restrictive procedures that may include visual screening of windows, doors and other openings, use of door and/or window alarms, and restricted access to certain areas.</p> <p>DDD POLICY 15.04</p>			
<p>18. The service provider has written approval from the DDD Regional Administrator for the residential site for clients with sexually violent and/or predatory behaviors. (N/A for all except programs serving community protection clients.)</p> <p>DDD POLICY 15.04</p>			
EVALUATOR COMMENTS			
CORRECTIVE ACTION PLAN/TIMELINES:			
INITIALS			
Administrator: _____ Evaluator: _____ Resource Manager: _____			